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TO : Mr. John Rupp
Covington & Burling

FROM: Jan Goodheart

DATE: November 18, 1991

RE : TIOJ Meeting on ETS

D. Gatenby
NOV 19 1991
RECEIVED

I've just talked with Dermot Gatenby regarding an agenda for the TIOJ meeting on Monday. Given the time and energy, not to mention the confusion, that has gone into this meeting, we'd like to ensure that it is a useful and productive session. We discussed a number of options and wanted to ask you to give some thought to the agenda, given the audience, on your way over. We can call Dermot from Hong Kong to discuss and finalize on Thursday or Friday.

The schedule for the meeting is as follows:

11:00 am - 1:00 pm	Presentation to the Board of Directors and Public Relations Subcommittee.
1:00 pm - 2:00 pm	Discussion with Public Relations Subcommittee.

It is likely, however, that the discussion will go beyond the allotted hour.

We feel that the following should be covered, subject to your thoughts and concerns.

- brief overview and update on ETS science and invalidity of health claims; include recent Asian studies.
- threats: how the science is being used to accelerate public smoking restrictions; include update on EPA report/likely outcome and impact; what external events may influence policy in Japan.
- strategies: how can Japan take advantage of the window of time as the threats are not yet apparent in Japan on a widespread scale; what types of preliminary activity can be undertaken.

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- resources:
    - Asian ETS consultants; include successes to date in Asia region, update on Japanese participants; how can they be utilized.
    - new study being conducted in Japan; what is being done, how can it be used.
    - IAQ seminar/Gray Robertson, for example.
    - other ideas ... ?

These are just some thoughts that I thought I'd put to paper. I'm on my way to Clive's ATC cocktail party, but will call you this evening to discuss further.

Best regards,

Jan Goodheart

cc: Mr. C. D. Gatenby

JG/jk

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